MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381
September 2, 2010
5:00 p.m.

PRESENT: Mr. Randy Bates, Chair
Dr. David Holsey, Vice Chair
Ms. Priscilla Kelly, Secretary
Mr. David Vogt, Assistant Secretary
Mr. Robert Adam
Mr. Chris Daniel
Ms. Linda Good
Ms. Stephanie Marquard
Mr. Robert Wolfe

I. CALL TO ORDER: Mr. Bates called the workshop and regular meeting of the Board of
Trustees to order at 6:00 p.m. after determining a quorum was present.

II. PLEDGE OF ALLEGIANCE: Ms. Marquard led the Board and guests in reciting the
Pledge of Allegiance.

III. CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING:
Chancellor Carpenter confirmed that the Notice for the meeting had been properly
posted. No action was required. A copy is attached as Exhibit “A.”

IV. INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS: Chancellor Carpenter
welcomed Kassia Micek of the Conroe Courier. Chancellor Carpenter introduced the
new faculty senate presidents: Mr. Jason LaPres of LSC-North Harris, Dr. Dom
Bongiorni of LSC-Kingwood and Dr. Bill Simcik of LSC-Tomball. The Chancellor
welcomed back Ms. Penny Westerfeld, interim CEO of LSC-University Park.

Dr Holsey introduced Bo Bergfeld, a student at LSC-Montgomery. Mr. Bergfeld
expressed his appreciation for the assistance he received from the staff of LSC-
Montgomery in acquiring financial aid so that he could attend fall classes.

V. WORKSHOP: None
VI. **CLOSED SESSION:** At 6:06 p.m. Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. Seq. of the Texas Government Code under one or more of the following provision(s) of the Act:

Section 551.071 – Consultation With Attorney  
Section 551.072 – Deliberation Regarding Real Property  
Section 551.073 – Deliberation Regarding Prospective Gift  
Section 551.074 – Personnel Matters  
Section 551.076 – Deliberation Regarding Security Devices  
Section 551.087 – Economic Development Negotiations

Mr. Daniel arrived at 6:45 p.m.

VII. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:50 p.m.

VIII. **APPROVAL OF THE MINUTES OF THE AUGUST 5, 2010 WORKSHOP AND REGULAR MEETING:** Mr. Bates noted that Mr. Adam indicated to the Chair that he would have to leave early due to a family emergency, so Action Item 1 was considered prior to the Closed Session. Upon a motion by Mr. Daniel and a second to the motion by Mr. Wolfe, the Board unanimously approved the minutes of the August 5, 2010 Workshop and Regular Meeting.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:** No citizen addressed the Board.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** The Chancellor reported the System has 10,000 more students this fall than last fall, an 18% growth. Current enrollment is just under 69,000 credit students. Financial aid applications are up from 9,800 applications last fall to 17,800 applications this fall. There is one final ground breaking ceremony that is for the LSC-Victory Center at 4141 South Victory Street on October 1 at 10:00 a.m. The parking garage at LSC-Montgomery is now open for student and faculty parking.

2. **College Presidents:** Dr. Susan Karr, president of LSC-Tomball, presented an overview of LSCS strategic goal ten, plan and achieve quality growth management. Dr. Karr reported that by building innovative and high tech learning facilities while considering environmental sustainability; establishing performance and reporting metrics for anticipated programmatic growth, enrollment growth, personnel needs and capital development; strengthening security measures across the System and promoting facility management to support growth, this strategic goal will be accomplished.

3. **Vice Chancellors:** No report.
4. **Faculty Senate President:** Mr. Matt Turner, LSC-CyFair faculty senate president, reported on some of the initiatives the faculty is doing to maintain the focus on the quality of education in the classroom. At LSC-CyFair one of the initiatives is a course called “I Serve, I Care”, which is focused on service learning; LSC-Montgomery and other campuses have “Learning Communities” which combine, as an example, English and Art classes working with two instructors in one classroom to show students how the two subjects fit together and at LSC-Tomball the faculty participate in learning circles, on their own time, to discuss teaching issues such as quality of online teaching.

**XI. CONSIDERATION OF CONSENT AGENDA:** Mr. Bates proceeded with the Consent Agenda. Action Items 3 and 8 were recommended to be considered separately. Dr. Holsey made a motion to approve Action Items 1, 2, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 16, 17 and 18. Mr. Wolfe seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B.”

**XII. FINANCIAL REPORTS AND CONSIDERATIONS**

1. **Monthly Financial Statements:** Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the months ended July 31, 2010. A copy is attached as Exhibit “C.”

2. **Consideration of Approval of Investment Broker Dealer List for 2010-2011 (ACTION ITEM 1):** the Board unanimously approved the Investment Broker Dealer List for 2010-2011. This item was passed in the Consent Agenda. A copy is attached as Exhibit “D.”

3. **Consideration of Approval of Renewal of the Appointment of Leo Vasquez, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the System (ACTION ITEM 2):** the Board unanimously renewed the appointments of Leo Vasquez, Harris County Tax Assessor-Collector to collect System property taxes in Harris County, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to collect the System’s property taxes levied in Montgomery and San Jacinto Counties, for the tax year 2010 (fiscal year 2010-11). This item was passed in the Consent Agenda. A copy is attached as Exhibit “E.”

4. **Consideration of Proposed Ad Valorem Tax Rate for the Tax Year 2010 and Establishing the Date and Time and Place for the Public Hearings and the Meeting to Adopt the Tax Rate (ACTION ITEM 3):** upon a motion by Mr. Adam and a second to the motion by Ms. Kelly to set two public hearings as follows: September 16th, 2010 at 5:30 p.m. in the Board Room of the Training and Development Center, The Woodlands, Texas and September 30, 2010 at 5:00 p.m. in the Board Room of the Training and Development Center, The Woodlands, Texas and to take action to adopt the tax rate at its regular meeting scheduled for October 7, 2010 at 5:00 p.m. in the
Board Room of the Training and Development Center, The Woodlands, Texas, the motion passed unanimously. A copy is attached as Exhibit “F.”

5. Consideration of Approval of Annual Purchases of Technology Hardware, Software, and Services (ACTION ITEM 4): the Board unanimously approved the purchase of technology hardware, software, and services in an amount not to exceed $10,000,000 in FY 2010-11. In addition, authorized the Chancellor or designee to execute any agreements or statements of work related to these purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “G.”

6. Consideration of Approval to Purchase Additional Temporary Janitorial Employment Services ACTION ITEM 5): the Board unanimously approved the purchase of additional janitorial temporary services from ABM Janitorial Services and Link Staffing for an estimated amount of $650,000 bringing the total contract amount to $1,900,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H.”

7. Consideration of Approval to Purchase Annual Construction Services for Repair and Replacement (R&R) Projects ACTION ITEM 6): the Board unanimously approved the purchase of construction services for R&R projects for an amount not to exceed $3,310,000 for FY 2010-11. In addition, authorized the Chancellor or designee to execute contracts related to these construction purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I.”

8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Test Management Software (ACTION ITEM 7): the Board unanimously authorized the Chancellor or designee to negotiate and execute an agreement for the purchase of test management software from Hewlett Packard Inc. (HP), 26035 Masters Parkway, Spicewood, TX 78669, for an estimated amount of $183,520 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J.”

9. Consideration of Approval to Purchase Pest Control Services for Additional Buildings (ACTION ITEM 8): upon a motion by Ms. Kelly and a second to the motion by Ms. Marquard the Board approved the purchase of pest control services for System Office from Cypress Creek Pest Control, P.O. Box 690548, Houston, TX 77269, for an estimated amount of $1,000 annually for a total contract amount of $95,000 over five years. Mr. Vogt abstained from the vote. A copy is attached as Exhibit “K.”

10. Consideration of Approval to Purchase Elevator Maintenance, Inspection and Repair Services for Additional Buildings (ACTION ITEM 9): the Board unanimously approved the purchase of elevator maintenance and inspection services for System Office from Elevator Repair Services, P.O. Box 11037, Houston, TX 77293, in the amount of $2,000 annually for the remaining term of the contract. In addition, authorized the Chancellor or designee to negotiate and execute amendments for the
11. **Consideration of Approval to Purchase Chiller and Rooftop Air Conditioning (AC) Unit Maintenance, Quarterly Inspections, and Repair Services for Additional Buildings (ACTION ITEM 10):** The Board unanimously approved the purchase of chiller and rooftop AC unit maintenance, quarterly inspections and repair services for System Office for an estimated amount of $20,000 annually. In addition, authorized the Chancellor or designee to negotiate and execute amendments with Letsos Company, 8435 Westglen Drive, Houston, TX 77063, and Kilgore Industries, 8700 Jameel Ste 130, Houston, Texas 77040, for AC services required for this and other new buildings for a total amount not to exceed $1,325,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L.”

12. **Consideration of Approval to Extend The Cooperative Purchasing Network (TCPN) Lease of Temporary Modular Buildings at LSC-Kingwood and LSC-CyFair (ACTION ITEM 11):** The Board unanimously approved the one year extension of the lease agreements for temporary modular buildings for LSC-Kingwood and LSC-CyFair from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070, in the amount of $118,800. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”

13. **Consideration of Approval to Purchase Professional Grant Consulting and Management Services (ACTION ITEM 12):** The Board unanimously approved the purchase of professional grant consulting and management services for the System from Ramona Munsell & Associates Consulting, Inc., for a total fee of 5% of the grant amount awarded. This fee will not be paid with grant funds. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O.”

14. **Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Electrical Power Easements with Entergy for the LSC-Kingwood Student/Conference Center and Arts Instructional Buildings (ACTION ITEM 13):** The Board unanimously authorized the Chancellor or designee to negotiate and execute electrical power easements with Entergy for the LSC-Kingwood Student/Conference Center and Arts Instructional buildings. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”

15. **Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Electrical Power Easement with Entergy for LSC-Atascocita Center (ACTION ITEM 14):** The Board unanimously authorized the Chancellor or designee to negotiate and execute an electrical power easement with Entergy for LSC-Atascocita Center. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q.”
16. **Consideration of Acceptance of Gifts (ACTION ITEM 15):** the Board unanimously accepted and acknowledged the gifts donated to the Lone Star College System in accordance with the donor's wishes. This item was passed in the Consent Agenda. A copy is attached as Exhibit "R."

XIII. **BUILDING AND GROUNDS REPORT:**

Construction Projects Update: the Board reviewed the report as presented. A copy is attached as Exhibit "S."

XIV. **PERSONNEL REPORTS AND CONSIDERATIONS:**

1. **Consideration of Ratification of Appointments (ACTION ITEM 16):** the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit "T."

2. **Consideration of Acceptance of Resignations (ACTION ITEM 17):** the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit "U."

3. **Consideration of Approval of Commissioning of Peace Officer (ACTION ITEM 18):** the Board unanimously approved the commissioning of the following peace officers for the Lone Star College System: LSC-North Tomball – Ronaldine Pierre; LSC-CyFair – Dwayne M. Wise; LSC-North Harris – Fredrick D. Stewart and LSC-System Office – James A. Pope. This item was passed in the Consent Agenda. A copy is attached as Exhibit "V."

XV. **SUGGESTED FUTURE AGENDA ITEMS:** None

XVI. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:18 p.m.

ATTEST:

[Signatures]

Board of Trustees, Chair

Board of Trustees, Secretary
Exhibit “A”

Certification of Posting of Notice to the September 2, 2010
Workshop and Regular Meeting of the
Lone Star College System’s
Board of Trustees

I, Richard Carpenter, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Monday the 30th day of August, 2010 in a place convenient to the public in the Administration Office of the Central Services and Training Center, on all college campuses and on the system website as required by Section 551.002 et seq., Texas Government Code. Special notice of the meeting was provided to the news media as required by Section 551.001 et seq., Texas Government Code.

Given under my hand this the 30th day of August, 2010.

[Signature]

Richard Carpenter
Chancellor
Consideration of Consent Agenda

Consent Agenda:
A roll call of individual action items will determine the consent agenda. If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair by show of hand during the roll call: this action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

Rationale:
The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

Tally of Action Items:

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>Approve Investment Broker Dealer List 2010-2011</td>
<td></td>
<td></td>
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<tr>
<td>#2</td>
<td>Approve Appointment/HCty/MCty Tax Assessors</td>
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<td></td>
<td></td>
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<tr>
<td>#3</td>
<td>Adopt Proposed Tax Rate/Public Hearing Dates</td>
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<td></td>
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<tr>
<td>#4</td>
<td>Approve Purchase Tech Hardware/Software/Services</td>
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<tr>
<td>#5</td>
<td>Approve Purchase Temporary Janitorial Services</td>
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<tr>
<td>#6</td>
<td>Approve Purchase Construction Svs/Repair/Replacement</td>
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<tr>
<td>#7</td>
<td>Authorize Chan/Neg/Exec/Contract Test Mgmt Software</td>
<td></td>
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<tr>
<td>#8</td>
<td>Approve Purchase Pest Control Services</td>
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<td></td>
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<tr>
<td>#9</td>
<td>Approve Purchase Elev/Mtce/Inspect/Repair Svs</td>
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<tr>
<td>#10</td>
<td>Approve Purchase Chiller/Roof AC/Mtce/Inspect/Repair</td>
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<td></td>
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<tr>
<td>#11</td>
<td>Approve Lease/Temporary Modular Buildings/K</td>
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<td></td>
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<tr>
<td>#12</td>
<td>Approve Purchase Prof Grant Consulting/Mgmt Svs</td>
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<td>#13</td>
<td>Authorize Chan/Neg/Exec/Electric Pwr Easement/K/CF</td>
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<tr>
<td>#14</td>
<td>Authorize Chan/Neg/Exec/Electric/Power Easement AC</td>
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<tr>
<td>#15</td>
<td>Accept Gifts</td>
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<tr>
<td>#16</td>
<td>Ratify Appointments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#17</td>
<td>Accept Resignations</td>
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</tr>
<tr>
<td>#18</td>
<td>Approve Commissioning Peace Officers</td>
<td></td>
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</table>
Financial Report and Consideration No. 1

Report: Monthly Financial Statements

The financial statements for the month ended July 31, 2010 are presented for Board review.
LONE STAR COLLEGE SYSTEM

STATEMENT OF CURRENT OPERATING FUNDS, EXCLUDING THE TECHNOLOGY FUND
REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
FOR THE ELEVEN MONTHS ENDED JULY 31, 2010
UNAUDITED

<table>
<thead>
<tr>
<th></th>
<th>92% OF BUDGET</th>
<th>92% OF ACTUAL</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% OF TO BUDGET</th>
<th>9/30/09 ACTUAL</th>
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<tr>
<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>State Appropriations</td>
<td>$61,610,000</td>
<td>$53,056,325</td>
<td>$52,710,630</td>
<td>86.12%</td>
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<tr>
<td>Tuition and Fees</td>
<td>53,680,000</td>
<td>60,764,662</td>
<td>49,947,366</td>
<td>112.57%</td>
<td>100.90%</td>
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<td>Taxes</td>
<td>92,900,000</td>
<td>89,860,705</td>
<td>86,794,892</td>
<td>96.73%</td>
<td>99.53%</td>
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<tr>
<td>Investments</td>
<td>1,580,000</td>
<td>276,926</td>
<td>1,219,472</td>
<td>17.53%</td>
<td>97.98%</td>
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<tr>
<td>Other</td>
<td>3,739,000</td>
<td>1,840,055</td>
<td>2,333,230</td>
<td>52.08%</td>
<td>95.98%</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td>213,809,000</td>
<td>205,938,673</td>
<td>193,505,590</td>
<td>96.32%</td>
<td>98.74%</td>
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</table>

| **EXPENDITURES:**       |               |               |                   |                |                |
| Instruction-Academic    | 55,303,340    | 52,762,220    | 48,851,704        | 95.41%         | 96.50%         |
| Instruction-Workforce    | 26,591,132    | 23,878,233    | 23,024,586        | 85.85%         | 89.53%         |
| Public Service           | 1,198,928     | 1,045,202     | 851,664           | 87.18%         | 91.35%         |
| Academic Support         | 41,269,422    | 33,606,229    | 32,017,000        | 81.58%         | 82.19%         |
| Student Services         | 25,914,695    | 20,689,418    | 16,617,442        | 79.84%         | 87.90%         |
| Institutional Support    | 23,787,271    | 18,892,937    | 18,307,876        | 79.42%         | 86.93%         |
| Plant Operation and Maintenance | 26,983,768 | 22,107,223    | 22,266,796        | 81.93%         | 87.33%         |
| Staff Benefits           | 12,622,744    | 13,150,474    | 10,242,260        | 104.14%        | 97.26%         |
| **Total Educational and General Expenditures** | 213,650,000 | 186,135,966 | 172,178,728 | 87.15% | 89.59% |

<p>| Repair, Replacement and Other Internally Designated | 2,750,000 | 1,627,519 | 95.18% | 963,774 | 45.72% |
| <strong>Total Expenditures</strong> | 216,400,000 | 187,763,485 | 86.79% | 173,141,502 | 89.11% |
| Other Changes - Debt Service &amp; Fund Transfers | 4,000,000 | 2,602,777 | 56.55% | 2,630,308 | 57.19% |
| <strong>NET INCREASE (DECREASE) IN FUND BALANCES</strong> | ($7,200,000) | ($15,522,411) | $18,113,580 |</p>
<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Actual</th>
<th>% Change to Budget</th>
<th>7/31/2009</th>
<th>% of 08/31/09</th>
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<tbody>
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<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
<td></td>
<td>7/31/2009</td>
<td></td>
</tr>
<tr>
<td>Technology fee</td>
<td>$6,650,000</td>
<td>$7,697,950</td>
<td>115.76%</td>
<td>$5,496,175</td>
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<td>Investments</td>
<td>7,128</td>
<td>35,919</td>
<td>4,93%</td>
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<td>Miscellaneous</td>
<td>50,000</td>
<td>8,240</td>
<td>0.00%</td>
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<td><strong>Total revenues &amp; additions</strong></td>
<td>6,700,000</td>
<td>7,713,618</td>
<td>115.13%</td>
<td>5,542,243</td>
<td>99.99%</td>
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<td></td>
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<td>7/31/2009</td>
<td></td>
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<tr>
<td><strong>ERP Services</strong></td>
<td></td>
<td></td>
<td></td>
<td>7/31/2009</td>
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<tr>
<td>Services</td>
<td>1,370,049</td>
<td>1,261,688</td>
<td>92.09%</td>
<td>671,514</td>
<td>75.43%</td>
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<td>Travel and Professional Development</td>
<td>64,406</td>
<td>5,987</td>
<td>9.50%</td>
<td>10,236</td>
<td>74.28%</td>
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<td>Supplies</td>
<td>348,070</td>
<td>33,220</td>
<td>9.03%</td>
<td>27</td>
<td>0.12%</td>
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<td>Communications</td>
<td>90,453</td>
<td>92,682</td>
<td>10.41%</td>
<td>177,741</td>
<td>89.67%</td>
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<td>Equipment</td>
<td>154,726</td>
<td>155,357</td>
<td>10.67%</td>
<td>15,999</td>
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<tr>
<td>Reserve</td>
<td>21,000</td>
<td>0.00%</td>
<td>0.00%</td>
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<td>-</td>
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<tr>
<td><strong>Total ERP Services</strong></td>
<td>2,088,684</td>
<td>1,548,934</td>
<td>74.85%</td>
<td>873,007</td>
<td>77.79%</td>
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<td><strong>E-Mail Services &amp; Telecommunications</strong></td>
<td></td>
<td></td>
<td></td>
<td>7/31/2009</td>
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<td>Services</td>
<td>244,896</td>
<td>218,134</td>
<td>89.07%</td>
<td>674,183</td>
<td>94.37%</td>
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<td>Travel and Professional Development</td>
<td>-</td>
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<td>19,830</td>
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<td>Supplies</td>
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<td>150.05%</td>
<td>14,155</td>
<td>83.35%</td>
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<td>Communications</td>
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<td>53,206</td>
<td>89.41%</td>
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<td>Equipment</td>
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<td>189,715</td>
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<tr>
<td>Reserve</td>
<td>-</td>
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<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total E-Mail Services &amp; Telecommunications</strong></td>
<td>550,010</td>
<td>481,106</td>
<td>90.77%</td>
<td>932,089</td>
<td>74.82%</td>
</tr>
<tr>
<td><strong>Campus Support</strong></td>
<td></td>
<td></td>
<td></td>
<td>7/31/2009</td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td>629,460</td>
<td>632,212</td>
<td>98.87%</td>
<td>630,228</td>
<td>92.31%</td>
</tr>
<tr>
<td>Travel and Professional Development</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,861</td>
<td>-</td>
</tr>
<tr>
<td>Supplies</td>
<td>1,052,000</td>
<td>877,191</td>
<td>83.38%</td>
<td>1,639,224</td>
<td>91.29%</td>
</tr>
<tr>
<td>Communications</td>
<td>24,000</td>
<td>22,000</td>
<td>91.67%</td>
<td>24,000</td>
<td>92.31%</td>
</tr>
<tr>
<td>Equipment</td>
<td>2,367,000</td>
<td>1,706,720</td>
<td>72.10%</td>
<td>617,139</td>
<td>90.11%</td>
</tr>
<tr>
<td>Reserve</td>
<td>18,846</td>
<td>18,846</td>
<td>100.00%</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Campus Support</strong></td>
<td>4,181,356</td>
<td>3,256,969</td>
<td>79.41%</td>
<td>2,921,462</td>
<td>91.32%</td>
</tr>
<tr>
<td><strong>Total expenditures</strong></td>
<td>6,700,000</td>
<td>5,287,099</td>
<td>78.91%</td>
<td>4,710,558</td>
<td>84.84%</td>
</tr>
<tr>
<td><strong>NET INCREASE (DECREASE) IN FUND BALANCE</strong></td>
<td>$</td>
<td>$2,426,609</td>
<td>$792,685</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# LONE STAR COLLEGE SYSTEM
## BALANCE SHEET
### JULY 31, 2018
#### AUDITED

### ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>Unrestricted</th>
<th>Auxiliary</th>
<th>Restricted</th>
<th>Loan Funds</th>
<th>Plant Funds</th>
<th>Debt Service</th>
<th>Memorandum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>71,776,205</td>
<td>8,121,899</td>
<td>7,704,208</td>
<td>486,160</td>
<td>(91,706,614)</td>
<td>(78,610)</td>
<td>(7,305,199)</td>
</tr>
<tr>
<td>Accounts receivable (net of allowance for doubtful accounts)</td>
<td>30,862,193</td>
<td>30,096</td>
<td>1,406,709</td>
<td>565</td>
<td>206,697</td>
<td></td>
<td>301,217</td>
</tr>
<tr>
<td>Taxes receivable (net of allowance for doubtful accounts)</td>
<td>4,726,631</td>
<td></td>
<td>4,381,412</td>
<td></td>
<td></td>
<td></td>
<td>8,815,414</td>
</tr>
<tr>
<td>Due from grantees - agency</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,351,412</td>
</tr>
<tr>
<td>Due from other funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9,450,107</td>
</tr>
<tr>
<td>Investments</td>
<td>87,331,835</td>
<td></td>
<td></td>
<td></td>
<td>267,479,995</td>
<td></td>
<td>124,644,162</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10,613</td>
<td></td>
<td>16,613</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>47,626</td>
</tr>
<tr>
<td>Inventories</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>46,279</td>
</tr>
<tr>
<td>Land</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>76,787,705</td>
</tr>
<tr>
<td>Infrastructure improvements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>76,787,705</td>
</tr>
<tr>
<td>Buildings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>345,906,935</td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>345,906,935</td>
</tr>
<tr>
<td>Library books</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,359,021</td>
</tr>
<tr>
<td>Furniture, Fixtures &amp; Equipment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>15,859,868</td>
</tr>
<tr>
<td>Capitalized Interest Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,591,512</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>17,978,291</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>197,742,528</td>
<td>8,200,964</td>
<td>13,492,330</td>
<td>486,715</td>
<td>290,175,746</td>
<td>487,691,595</td>
<td>28,999,983</td>
</tr>
</tbody>
</table>

### LIABILITIES AND FUND BALANCES

<table>
<thead>
<tr>
<th>Description</th>
<th>Restricted</th>
<th>Liability</th>
<th>Other Funds</th>
<th>Issued in Fixed Asset</th>
<th>Total Liabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td></td>
<td>7,765,462</td>
<td>121,626</td>
<td>422,121</td>
<td>289,746</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>3,370,293</td>
<td></td>
<td></td>
<td></td>
<td>160,213</td>
</tr>
<tr>
<td>Due to other funds</td>
<td>90,889,042</td>
<td>4,293,032</td>
<td>11,900,108</td>
<td>1,094</td>
<td>12,559,096</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>27,284,445</td>
<td>2,153</td>
<td>1,401,340</td>
<td></td>
<td>2,905,803</td>
</tr>
<tr>
<td>Accrued accounts payable</td>
<td>5,900,209</td>
<td></td>
<td></td>
<td></td>
<td>5,900,209</td>
</tr>
<tr>
<td>Accrued Interest Payable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10,680,754</td>
</tr>
<tr>
<td>Bonds payable</td>
<td>625,912,722</td>
<td></td>
<td></td>
<td></td>
<td>625,912,722</td>
</tr>
<tr>
<td>Total liability in custody for others</td>
<td>(1,316)</td>
<td>(2,493,970)</td>
<td>(1,094)</td>
<td>289,746</td>
<td>652,915,275</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>149,426,125</td>
<td>4,417,701</td>
<td>13,492,330</td>
<td>1,094</td>
<td>4,951,925</td>
</tr>
</tbody>
</table>

### FUND BALANCES

<table>
<thead>
<tr>
<th>Description</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Loans</th>
<th>Restricted for construction</th>
<th>Investment in fixed asset</th>
<th>Debt service</th>
<th>Total Fund Balances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>57,316,403</td>
<td>3,781,263</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>57,316,403</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>3,781,263</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,781,263</td>
</tr>
<tr>
<td>Loans</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>485,611</td>
</tr>
<tr>
<td>Restricted for construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>485,611</td>
</tr>
<tr>
<td>Investment in fixed asset</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>487,681,595</td>
</tr>
<tr>
<td>Debt service</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(623,919,292)</td>
</tr>
<tr>
<td>Total provided for debt service</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(215,132,692)</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCES</strong></td>
<td>57,316,403</td>
<td>3,781,263</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>57,316,403</td>
</tr>
</tbody>
</table>

### TOTAL LIABILITIES AND FUND BALANCES

<table>
<thead>
<tr>
<th>Description</th>
<th>Restricted</th>
<th>Auxiliary</th>
<th>Loans</th>
<th>Restricted for construction</th>
<th>Investment in fixed asset</th>
<th>Debt service</th>
<th>Total Liabilities and Fund Balances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>97,742,528</td>
<td>8,200,964</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>97,742,528</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>8,200,964</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8,200,964</td>
</tr>
<tr>
<td>Loans</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>485,611</td>
</tr>
<tr>
<td>Restricted for construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>485,611</td>
</tr>
<tr>
<td>Investment in fixed asset</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>487,681,595</td>
</tr>
<tr>
<td>Debt service</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(623,919,292)</td>
</tr>
<tr>
<td>Total provided for debt service</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(215,132,692)</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND FUND BALANCES</strong></td>
<td>97,742,528</td>
<td>8,200,964</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>97,742,528</td>
</tr>
</tbody>
</table>
## LONE STAR COLLEGE SYSTEM

### STATEMENT OF CHANGES IN FUND BALANCES

**FOR THE ELEVEN MONTHS ENDED JULY 31, 2010**

**UNAUDITED**

<table>
<thead>
<tr>
<th></th>
<th>Operating Funds</th>
<th>Plant Funds</th>
<th>Debt Service</th>
<th>Memorandum</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Unrestricted</td>
<td>Restricted</td>
<td>Total</td>
<td>U.S.</td>
</tr>
<tr>
<td><strong>FUND BALANCE, SEPTEMBER 1, 2009</strong></td>
<td>$32,262,242</td>
<td>$2,448,137</td>
<td>$34,710,380</td>
<td>$33,096,277</td>
</tr>
<tr>
<td><strong>REVENUES AND OTHER ADDITIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td>$33,096,277</td>
</tr>
<tr>
<td>Current Funds revenue</td>
<td>125,267,213</td>
<td></td>
<td>125,267,213</td>
<td>$2,714,307</td>
</tr>
<tr>
<td>Sales</td>
<td>49,860,795</td>
<td></td>
<td>49,860,795</td>
<td></td>
</tr>
<tr>
<td>Federal grants and contracts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State grants and contracts</td>
<td>57,472,187</td>
<td></td>
<td>57,472,187</td>
<td></td>
</tr>
<tr>
<td>Local gifts, grants and contracts</td>
<td>2,312,708</td>
<td></td>
<td>2,312,708</td>
<td></td>
</tr>
<tr>
<td>Interest income</td>
<td>289,052</td>
<td></td>
<td>289,052</td>
<td></td>
</tr>
<tr>
<td>Revenue bond debt service transfers from Operating</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proceeds from Sale of Assets</td>
<td>8,662,658</td>
<td></td>
<td>8,662,658</td>
<td></td>
</tr>
<tr>
<td>Bond proceeds</td>
<td>317,615,129</td>
<td></td>
<td>317,615,129</td>
<td></td>
</tr>
<tr>
<td><strong>Total revenues and other additions</strong></td>
<td>213,622,791</td>
<td>6,438,137</td>
<td>280,060,928</td>
<td>328,074,320</td>
</tr>
<tr>
<td><strong>EXPENDITURES AND OTHER DEDUCTIONS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Funds expenditures</td>
<td>191,009,294</td>
<td>61,526,492</td>
<td>252,535,786</td>
<td></td>
</tr>
<tr>
<td>Operating expenses</td>
<td></td>
<td>61,526,492</td>
<td>252,535,786</td>
<td></td>
</tr>
<tr>
<td>Administrative and collection costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue bond debt service transfer to Interest &amp; Sinking</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond principal payment/amortization</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost of Assets Sold</td>
<td>1,043,129</td>
<td></td>
<td>1,043,129</td>
<td></td>
</tr>
<tr>
<td>Bond interest expense</td>
<td>2,065</td>
<td></td>
<td>2,065</td>
<td></td>
</tr>
<tr>
<td><strong>Total expenditures and other deductions</strong></td>
<td>193,053,549</td>
<td>61,526,492</td>
<td>254,580,041</td>
<td>124,979,037</td>
</tr>
<tr>
<td><strong>NON-MANDATORY TRANSFERS</strong></td>
<td>3,000,777</td>
<td></td>
<td>3,000,777</td>
<td></td>
</tr>
<tr>
<td><strong>CHANGES IN FUND BALANCE</strong></td>
<td>17,819,200</td>
<td>1,005,126</td>
<td>18,824,326</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE, JULY 31, 2010</strong></td>
<td>$33,116,403</td>
<td>$2,742,242</td>
<td>$35,858,645</td>
<td>$32,586,666</td>
</tr>
</tbody>
</table>
## LONE STAR COLLEGE SYSTEM
### SUMMARY OF INVESTMENTS
#### AS OF JULY, 31 2010

<table>
<thead>
<tr>
<th></th>
<th>Book Value</th>
<th>Market Value</th>
<th>Weighted Avg. Days To Maturity</th>
<th>Weighted Avg. Purchase Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING UNRESTRICTED</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Includes Renewal and Replacement Funds)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>U.S. Government Agencies</td>
<td>$22,529,071</td>
<td>$22,565,755</td>
<td>0.91%</td>
<td></td>
</tr>
<tr>
<td>Commercial Paper</td>
<td>4,995,039</td>
<td>4,996,650</td>
<td>0.51%</td>
<td></td>
</tr>
<tr>
<td>Logic</td>
<td>7,210,533</td>
<td>7,210,533</td>
<td>0.29%</td>
<td></td>
</tr>
<tr>
<td>Lone Star</td>
<td>37,063,288</td>
<td>37,063,288</td>
<td>0.33%</td>
<td></td>
</tr>
<tr>
<td>TexPool</td>
<td>13,705,325</td>
<td>13,705,325</td>
<td>0.33%</td>
<td></td>
</tr>
<tr>
<td>Overnight Sweep</td>
<td>1,828,620</td>
<td>1,828,620</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>87,331,875</td>
<td>87,370,171</td>
<td>114</td>
<td>0.48%</td>
</tr>
</tbody>
</table>

|                |            |              |                                |                             |
| **CONSTRUCTION IN PROGRESS** |            |              |                                |                             |
| U.S. Government Agencies | 34,999,605 | 35,010,900   | 0.64%                          |                             |
| Commercial Paper       | 14,973,000 | 14,977,080   | 0.59%                          |                             |
| JPMorgan Chase - MMF   | 22,187     | 22,187       | 0.20%                          |                             |
| Logic                  | 45,133,528 | 45,133,528   | 0.29%                          |                             |
| Lone Star              | 132,863,831| 132,863,831  | 0.31%                          |                             |
| TexPool                | 35,482,944 | 35,482,944   | 0.33%                          |                             |
| **TOTAL**              | 263,475,095| 263,490,440  | 35                             | 0.37%                       |

|                |            |              |                                |                             |
| **INTEREST & SINKING** |            |              |                                |                             |
| Logic          | 16,886     | 16,886       | 0.29%                          |                             |
| Lone Star      | 26,858,700 | 26,858,700   | 0.33%                          |                             |
| TexPool        | 208,204    | 208,204      | 0.33%                          |                             |
| **TOTAL**      | 27,083,790 | 27,083,790   | 1                              | 0.33%                       |

| **TOTAL INVESTMENTS** | $377,890,760 | $377,944,401 | 51                             | 0.39%                       |

Benchmark: 90 day U.S. Treasury Bill 0.15%
# LONE STAR COLLEGE SYSTEM
## INVESTMENT ACTIVITY REPORT
### FOR THE MONTH ENDED JULY 31, 2010

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BEGINNING BOOK VALUE</strong></td>
<td>$92,193,957</td>
<td>0.35%</td>
<td>$282,812,054</td>
<td>0.33%</td>
<td>$26,794,634</td>
<td>0.27%</td>
<td>$401,800,645</td>
</tr>
<tr>
<td><strong>PURCHASES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>U.S. Government Agencies</td>
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<td>Logic</td>
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<td>8,158</td>
<td>0.29%</td>
<td>4</td>
<td>0.29%</td>
<td>8,162</td>
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<td>Lone Star</td>
<td>10,993,664</td>
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<td>289,112</td>
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<td>40</td>
<td>0.33%</td>
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<td>17,015,737</td>
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<td>263,475,095</td>
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<td>27,083,790</td>
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*Includes Renewal & Replacement Fund
Financial Report and Consideration No. 2  (ACTION ITEM 1)  Board Meeting 9-2-10

Request: Consideration of Approval of Investment Broker Dealer List for 2010-2011

Chancellor's Recommendation: That the Board of Trustees approve the Investment Broker Dealer List for 2010-2011.

Rationale: The Public Funds Investment Act requires that firms selected for processing System investment transactions be approved by the Board of Trustees.

Each of the recommended brokers is currently authorized to transact business with the System. The recertification process for each of the recommended broker dealers has been completed. Since the System is in the Request for Proposal process for investment management services, no changes to the Broker Dealer list is recommended. These firms actively provide the System with potential investments on a daily basis and once an investment advisor is selected, the volume of purchases placed directly by the System will be reduced significantly. In compliance with System policy and state law, each firm has been provided a copy of the System’s investment policy and has completed the required broker/dealer certification documenting understanding of the Public Funds Investment Act and the suitability of investments according to the System’s Investment Policy.

Fiscal Impact: None

Staff Resource: Cindy Gilliam 832-813-6512
Investment Broker/Dealer List

Deutsche Bank Alex. Brown
Mr. Larry Burns
700 Louisiana, Suite 1500
Houston, TX 77002
832.239.3311
832.239.3333 Fax
larry.burns@db.com
angie.thompson@db.com

UBS Financial Services/Paine Webber
Mr. Richard Ebert
10001 Woodloch Forest Drive, Suite 100
The Woodlands, TX 77382
281.362.6360
281.362.6340 Fax
richard.ebert@ubs.com

Wells Fargo Brokerage Services, LLC
William Greer
Institutional Brokerage & Sales
1000 Louisiana St., Suite 650
Houston, TX 77002
1.800.603.9111
713.319.1119
713.739.1037 fax
william.m.greer@wellsfargo.com
Courtney Lewis - W. Greer’s Assistant
courtney.lewis-williams@wellsfargo.com

Custodial Services

Frost National Bank Capital Markets
Dr. Jeff Beckel
100 West Houston Street
P.O. Box 1600
San Antonio, TX 78296
800.438.4891 ext. 56147
800.220.4111 Fax
jbeckel@bloomberg.net
Exhibit “E”

Financial Report and Consideration No. 3  (ACTION ITEM 2)  Board Meeting 9-2-10

Request: Consideration of Approval of Renewal of the Appointment of Leo Vasquez, Harris County Tax Assessor-Cætor, and J.R. Moore, Jr., Montgomery County Tax Assessor-Cætor, to Collect Taxes Levied on Behalf of the System

Chancellor’s Recommendation: That the Board of Trustees renew the appointments of Leo Vasquez, Harris County Tax Assessor-Cætor to collect System property taxes in Harris County, and J.R. Moore, Jr., Montgomery County Tax Assessor-Cætor, to collect the System’s property taxes levied in Montgomery and San Jacinto Counties, for the tax year 2010 (fiscal year 2010-11).

Rationale: Board policy B.2.04 (Taxing Authority) requires that the System’s ad valorem taxes are assessed and collected by Harris County Assessor and Collector of Taxes and Montgomery County Assessor and Collector of Taxes. The Texas Property Code permits the Board to appoint the individual serving as the County Tax Assessor-Cætor to collect taxes for the District in that county. Both the Harris and Montgomery Offices of Tax Assessor-Cætor request that the Board of Trustees annually acknowledge the renewal of this appointment.

Fiscal Impact: No change in financial resources.

Staff Resource: Cindy Gilliam  832-813-6512
Request: Consideration of Proposed Ad Valorem Tax Rate for the Tax Year 2010 and Establishing the Date and Time and Place for the Public Hearings and the Meeting to Adopt the Tax Rate

Chancellor's Recommendation: That the Board of Trustees set the tax rate for the 2010 Maintenance and Operations (M&O) and the Interest and Sinking (I&S) components of the ad valorem tax rate and if required, establish the date and time and place for the public hearings and the meeting to adopt the tax rate.

Rationale: The chief appraisers from Montgomery and San Jacinto Counties have submitted certified tax rolls and the Harris County chief appraiser plans to certify the tax roll for Harris County properties prior to the September meeting. The effective tax rate and the rollback tax rate will be available at the September meeting after receipt of the certified roll from Harris County.

Recent legislation requires specific language for the tax rate motion, resolution, newspaper publications and website posting, when the proposed tax rate is more than the effective tax rate. The budget review and approval process estimated the needed tax rate would exceed the estimated net effective rate.

Fiscal Impact: The recommended rate should generate tax revenues sufficient to support the operations of the System as well as to pay a substantial portion of the bonded debt obligations for the 2010-11 fiscal year. A portion of the debt service requirements are funded from investment earnings, debt service reserve and pledged operating revenues.

Staff Resource: Richard Carpenter
Cindy Gilliam

832-813-6515
832-813-6512
Financial Report and Consideration No. 5  (ACTION ITEM 4)  Board Meeting 9-2-10

Request: Consideration of Approval of Annual Purchases of Technology Hardware, Software, and Services

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of technology hardware, software, and services in an amount not to exceed $10,000,000 in FY 2010-11. In addition, authorize the Chancellor or designee to execute any agreements or statements of work related to these purchases.

Rationale: To enhance student success, LSCS has an aggressive plan to meet the technology needs of faculty, staff, and students. This pre-approval will enable the Office of Technology Services to acquire goods and services needed to upgrade enterprise systems and replace equipment that has reached end-of-life, as well as required consulting services. Last fiscal year, this approach for technology purchases was able to save the college system up to 35% off the negotiated cooperative purchasing program’s contract prices.

Approving the technology hardware, software, and services in advance will dramatically improve project schedules. In addition, the use of the various procurement methods for these purchases will enable faculty, students and staff to receive updated technology on time in the most cost-effective method.

The purchase of technology hardware, software and services will be made in accordance with:

- Texas Education Code 44.031, through competitive bid processes, or
- Texas Local Government Code, Subchapter F, Sections 271.101-102, through Board approved purchasing cooperatives (upon completion of market analysis), or
- Any other method as allowed by state law.

To ensure the Board continues to have visibility of the technology purchases made under this request, a brief summary of purchases and savings will be submitted on a regular basis.

Fiscal Impact: Funds for this purchase are included in the approved FY 2010-11 operating, technology and bond fund budgets.

Staff Resource: Shah Ardalan  832-813-6847
Request: Consideration of Approval to Purchase Additional Temporary Janitorial Employment Services

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of additional janitorial temporary services from ABM Janitorial Services and Link Staffing for an estimated amount of $650,000 bringing the total contract amount to $1,900,000 over five years.

Rationale: On June 7, 2007, the Board of Trustees approved the purchase of temporary janitorial services from ABM Janitorial, Link Staffing and Tomball Janitorial Services for an estimated amount of $250,000 annually for a total of $1,250,000 over five years. The college system requires the use of temporary janitorial employment services to provide the facility maintenance departments with sufficient qualified custodial staff to continue normal operations during employee vacations or illnesses. In addition, utilizing temporary staff enables facility maintenance departments to meet deadlines and complete special projects quickly and effectively during peak periods (e.g. conference day).

Contract janitorial services have been used throughout the system more frequently than originally estimated, due to the addition of square footage, vacancies, and elevated use of the buildings. In anticipation of additional services requested as new square footage is brought online during 2010-11, it is requested to approve the purchase of additional services.

The term of the award was for a period of five years and is effective through May 2012. The owners of Tomball Janitorial Services are retiring; therefore, have requested termination of their agreement.

The initial purchase of these services was in accordance with the System’s Board policies and procedures and Texas Education Code 44.031 through a formal sealed bid process. The vendors have provided satisfactory service at a reasonable price.

The selection of temporary staff will be based upon the required experience for a particular position. Each qualified provider has staff with various types and levels of skills and abilities. When temporary services are required, college staff will consider temporary staff availability, skills, experience and pricing.

Fiscal Impact: Funds for this purchase are available from the approved FY 2010-11 operating budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6680
Financial Report and Consideration No. 7 (ACTION ITEM 6) Board Meeting 9-2-10

Request: Consideration of Approval to Purchase Annual Construction Services for Repair and Replacement (R&R) Projects

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of construction services for R&R projects for an amount not to exceed $3,310,000 for FY 2010-11. In addition, authorize the Chancellor or designee to execute contracts related to these construction purchases.

Rationale: Each spring, the colleges and system office develop a list of capital improvement projects to be completed over the next fiscal year and funded from the R&R budget. The R&R budget is created specifically to repair or replace major capital assets and address any deficiencies with meeting the Americans with Disabilities Act.

It is recommended that an annual agenda item for the purchase of construction services associated with the R&R projects be approved in advance by the Board of Trustees. Each year, there are more than fifty R&R projects that must be managed and completed in a limited amount of time. Each of these projects has its own scheduling complexities (i.e., project must be completed over the college’s winter break, long lead time for equipment, etc.). Approving the construction services in advance will dramatically improve project schedules. With increased flexibility in scheduling, various procurement methods, including additional opportunities to competitively bid out construction services, will allow schedules to be met more efficiently and cost effectively.

The purchase of these construction services will be made in accordance with:

- Education Code 44.041: through a competitive bid process, or
- Texas Local Government Code, Subchapter F, Sections 271.101-102: through a Board approved purchasing cooperative, or
- Any other method as allowed by state law.

To ensure the Board continues to have visibility of the large R&R projects, a brief summary of the projects $100,000 or more will be included in the Building and Grounds Report each quarter. Projects that exceed $200,000 will be presented to the Board individually for consideration of approval.

Fiscal Impact: Funds for this purchase are included in the approved FY 2010-11 R&R budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 8  (ACTION ITEM 7)  Board Meeting 9-2-10

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Test Management Software

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute an agreement for the purchase of test management software from Hewlett Packard Inc. (HP), 26035 Masters Parkway, Spicewood, TX 78669, for an estimated amount of $183,520 over three years.

Rationale: In May 2009, the Board of Trustees approved the purchase of an Enterprise Resource Planning (ERP) system from Oracle PeopleSoft. As part of regular maintenance to the software, implementation of system upgrades and patches are essential. A test management solution will help to automate and test software upgrades, patches and modifications that are necessary for large enterprise applications. This software solution is needed to efficiently and effectively manage large ERP environment upgrades.

Proposals were requested from four leading test management software vendors and three responses were received. The award for the purchase could not be based upon low bid alone. Proposals were evaluated based on total price, product qualification, company profile, professional references, training, and completion of Conflict of Interest Questionnaire.

The top two firms with the highest proposal evaluation points were requested to provide a product web demonstration to eight module owner representatives. It is recommended to award this purchase to the vendor with the highest web demonstration evaluation points, HP.

HP is the recognized industry leader in automated test management software and has the added capability to test all the System software applications regardless of the manufacturer. This allows better integration into the LSCS environment and does not limit use only to core PeopleSoft applications. It also alleviates the need to buy additional testing software for the other applications. HP’s test script capabilities and process were ranked much higher than the other products. This will shorten the time LSCS staff must devote to this task and produce a better result. While the HP solution provides the greatest “ease of use”, training will still be important to get the most value from the product. HP provides the most diverse offerings including both onsite and online training.

Fiscal Impact: Funds for this purchase are included in the approved FY 2010-11 operating budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Shah Ardalan  832-813-6789
Test Management Software

BID TABULATION

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<th>Vendor</th>
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<td>BMC Software</td>
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<td>Hewlett-Packard (HP)</td>
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WEB DEMONSTRATION TABULATION

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<td>Test Script Process</td>
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<td>20.7</td>
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<td>Ease of Use, Meets LSCS Needs</td>
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<td>Implementation and Training</td>
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Financial Report and Consideration No. 9  (ACTION ITEM 8)  Board Meeting 9-2-10

Request: Consideration of Approval to Purchase Pest Control Services for Additional Buildings

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of pest control services for System Office from Cypress Creek Pest Control, P.O. Box 690548, Houston, TX 77269, for an estimated amount of $1,000 annually for a total contract amount of $95,000 over five years. In addition, authorize the Chancellor or designee to negotiate and execute amendments for the purchase of additional services for new buildings in an amount not to exceed $115,000 over the five year term.

Rationale: On August 2, 2007, the Board of Trustees approved the purchase of pest control services for the System from Cypress Creek Pest Control for an estimated amount of $90,000 over five years.

LSCS is now responsible for the maintenance of the building currently occupied by the Houston Advanced Research Center (HARC). This amendment will add pest control services for this building. Due to the continued growth of LSCS, this approval will authorize the Chancellor or designee to negotiate and execute amendments for additional buildings throughout the System as construction or acquisition is completed.

The initial purchase of these services was in accordance with the System’s Board policies and procedures and Texas Education Code 44.031 through a formal competitive sealed bid process. During the initial RFP process, Cypress Pest Control provided the best value.

The initial terms of the agreement will remain unchanged and will be effective through August 31, 2012 with the option to cancel upon sixty-day notice.

Fiscal Impact: Funds for this purchase are available from the approved FY 2010-11 operating and auxiliary fund budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam  832-813-6512
Exhibit “L”

Financial Report and Consideration No. 10  (ACTION ITEM 9)  Board Meeting 9-2-10

Request: Consideration of Approval to Purchase Elevator Maintenance, Inspection and Repair Services for Additional Buildings

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of elevator maintenance and inspection services for System Office from Elevator Repair Services, P.O. Box 11037, Houston, TX 77293, in the amount of $2,000 annually for the remaining term of the contract. In addition, authorize the Chancellor or designee to negotiate and execute amendments for the purchase of additional services for existing and future buildings in an amount not to exceed $1,250,000 over the 5 year term.

Rationale: On June 6, 2007, the Board of Trustees approved the purchase of elevator maintenance, safety inspections, and repair services for the System not to exceed $554,635 over the five year contract term. The Board also approved an amendment to include LSC-University Park in March 2010 bringing the total not to exceed amount to $1,054,635.

LSCS is now responsible for the maintenance of the System Office building currently occupied by Houston Advanced Research Center (HARC) which includes one elevator. This amendment will provide monthly maintenance, annual safety inspections, and any necessary repairs of the elevator in this building. Due to the continued growth of LSCS, this approval will authorize the Chancellor or designee to negotiate and execute amendments for additional buildings throughout the System upon completion of acquisition or construction.

The initial purchase of these services was in accordance with the System’s Board policies and procedures and Texas Education Code 44.031 through a formal competitive sealed bid process. The selection of Elevator Repair Service was based upon best value.

The initial terms of the agreement will remain unchanged and will be effective through June 30, 2012 with the option to cancel upon thirty-day notice.

Fiscal Impact: Funds for this purchase are available in the approved FY 2010-11 operating and auxiliary fund budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 11 (ACTION ITEM 10) Board Meeting 9-2-10

Request: Consideration of Approval to Purchase Chiller and Rooftop Air Conditioning (AC) Unit Maintenance, Quarterly Inspections, and Repair Services for Additional Buildings

Chancellor's Recommendation: That the Board of Trustees approve the purchase of chiller and rooftop AC unit maintenance, quarterly inspections and repair services for System Office for an estimated amount of $20,000 annually. In addition, authorize the Chancellor or designee to negotiate and execute amendments with Letsos Company, 8435 Westglen Drive, Houston, TX 77063, and Kilgore Industries, 8700 Jameel St 130, Houston, Texas 77040, for AC services required for this and other new buildings for a total amount not to exceed $1,325,000 over five years.

Rationale: On November 1, 2007, the Board approved the purchase of maintenance, quarterly inspections, and repairs of its chillers and rooftop units from Letsos Company and Kilgore Industries in the amount of $323,615 over five years. The Board approved an amendment on October 1, 2009 to include minor repair services bringing the total amount to $1,073,615 over the contract term.

This amendment will provide maintenance, quarterly operating inspections, and repairs of the rooftop AC units at the System Office building currently occupied by Houston Advanced Research Center (HARC). Due to the continued growth of LSCS, this approval will authorize the Chancellor or designee to negotiate and execute amendments for services required for new buildings throughout the System upon completion of acquisition or construction.

The initial purchase was in accordance with the System’s Board policies and procedures and Texas Education Code 44.031 through a formal competitive sealed bid process. The selection of Letsos and Kilgore was based upon best value.

The initial terms will remain unchanged including the contract term and will be effective through November 12, 2012.

Fiscal Impact: Funds for this purchase are included in the approved FY 2010-11 operating, auxiliary, and repair and replacement budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 12 (ACTION ITEM 11) Board Meeting 9-2-10

Request: Consideration of Approval to Extend The Cooperative Purchasing Network (TCPN) Lease of Temporary Modular Buildings at LSC-Kingwood and LSC-CyFair

Chancellor’s Recommendation: That the Board of Trustees approve the one year extension of the lease agreements for temporary modular buildings for LSC-Kingwood and LSC-CyFair from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070, in the amount of $118,800.

Rationale: On April 3, 2008, the Board of Trustees approved a two year lease for modular buildings at LSC-Kingwood, and LSC-CyFair, in the amount of $727,663. The modular buildings have been required to accommodate student enrollment growth. The modular building at LSC-CyFair includes seven instructional classrooms, an additional conference room, storage room and full restroom amenities. At LSC-Kingwood, the modular building includes three instructional classrooms and eight faculty offices.

The initial lease of the modular buildings was in accordance with the college system’s Board policies and Texas Education Code 44.031. The initial term of the agreements was for a period of two years commencing September 2008. It is requested to approve the renewal of these agreements for one additional year. The monthly lease rates remain unchanged.

Fiscal Impact: Funds for these purchases are included in the approved FY 2010-11 operating budget for the System.

Staff Resource: Katherine Persson 281-312-1640
Audre Levy 281-290-3940
Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 13  (ACTION ITEM 12)  Board Meeting 9-2-10

Request:  Consideration of Approval to Purchase Professional Grant Consulting and Management Services

Chancellor’s Recommendation:  That the Board of Trustees approve the purchase of professional grant consulting and management services for the System from Ramona Munsell & Associates Consulting, Inc., for a total fee of 5% of the grant amount awarded. This fee will not be paid with grant funds.

Rationale:  LSCS recently became aware that the U.S. Department of Education intends to reopen a large grant opportunity (titled: HSI-STEM-Hispanic Serving Institution-Science Technology Engineering Math), which LSCS will be qualified to pursue.

Due to the extremely short time frame between when the grant is announced and due for submission, and the complexity and competitive nature of this grant, LSCS requires a firm with the expertise in providing the technical assistance to plan, design, and write a compelling application. This agreement includes both grant consulting and management services throughout the life of the award. Management services include assistance in interpreting and understanding federal regulations and preparing for site visits or audits by the funder.

Extensive research has occurred to identify a grant consultant that meets the following criteria:

- full-time, specializing in federal grants for higher education,
- secured at least six federal grants for institutions of higher learning in the state of Texas in the past two years,
- agrees to work on a contingency fee basis (will not receive any compensation unless the grant is awarded to LSCS),
- and will provide ongoing assistance with grant management and compliance for the full term of the grant(s).

Upon discussing LSCS’ requirements with five consulting firms, it was determined that Ramona Munsell & Associates was the only firm with the required qualifications and provides the best overall fit and value for the system.

The term of the agreement is contingent upon receiving a new award and will be effective September 2, 2010 with an expiration date not to exceed five years from the effective date.
Education Code 44.031 contemplates the use of Local Board Rules and Guidelines for the acquisition of goods and services. Board Policy D.4.04 allows limited departure from the standard methods. Due to the immediate need for these services, it is necessary to depart from the standard Request for Proposals method. Therefore, the Board is requested to approve the agreement for the purchase of grant consulting and management services.

**Fiscal Impact:** Funds for this purchase are included in the approved FY 2010-11 operating budget. Funds for subsequent years will be included in future proposed budgets. As an example of the fee structure, if the System is awarded $5M to be paid over a five year term, the consultant would receive an annual payment of $50,000 during each of the five years.

**Staff Resource:** Ray Laughter 832-813-6621
Financial Report and Consideration No 14  (ACTION ITEM 13)  Board Meeting 9-2-10

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Electrical Power Easements with Entergy for the LSC-Kingwood Student/Conference Center and Arts Instructional Buildings.

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute electrical power easements with Entergy for the LSC-Kingwood Student/Conference Center and Arts Instructional buildings.

Rationale: The May 10, 2008 bond election resulted in approval for LSCS to issue up to $420M in general obligation bonds for the purchase, new construction, repair and replacement, or renovation of land and facilities. New construction projects included in the 2008 general obligation bond for LSC-Kingwood include new Student/Conference Center and Arts Instructional buildings.

New Entergy easements are required to extend the primary electrical service to the Student/Conference Center and Arts Instructional buildings at LSC-Kingwood.

Fiscal Impact: There is no cost associated with this easement. Funds connected with installation of the associated electrical infrastructure are available from the 2008 general obligation bonds.

Staff Resource: Cindy Gilliam  832-813-6512
Katherine Persson  281-312-1640
Financial Report and Consideration No 15  (ACTION ITEM 14) Board Meeting 9-2-10

Request:  Consideration of Approval to Authorize the Chancellor or Designee Negotiate and Execute an Electrical Power Easement with Entergy LSC-Atascocita Center

Chancellor's Recommendation:  That the Board of Trustees authorize the Chancellor or designee to negotiate and execute an electrical power easement with Entergy for LSC-Atascocita Center.

Rationale:  The May 10, 2008 bond election resulted in approval for LSCS to issue up to $420M in general obligation bonds for the purchase, new construction, repair and replacement, or renovation of land and facilities. LSC-Atascocita Center is one of the new construction projects included in the 2008 general obligation bond.

A new Entergy easement is required to provide primary electrical service to LSC-Atascocita Center.

Fiscal Impact:  There is no cost associated with this easement. Funds connected with installation of the associated electrical infrastructure are available from the 2008 general obligation bonds.

Staff Resource:  Cindy Gilliam  832-813-6512
               Katherine Persson  281-312-1640
Financial Report and Consideration No. 16  (ACTION ITEM 15)  Board Meeting 9-2-10

Request:  Consideration of Acceptance of Gifts

Chancellor's Recommendation:  That the Board of Trustees formally accept and acknowledge the following gifts donated to the Lone Star College System in accordance with the donors’ wishes:


Six (6) 2X Barlow Lenses for Telescopes donated by Bob Menius to LSC-CyFair.

Two (2) Benchtop Polishers donated by Baker Hughes Incorporated for LSC-North Harris Welding/Metallurgical Lab.

Rationale:  In accordance with LSCS Board Policy Business Services: A3.01- Gifts, the authority to accept gifts is vested solely with the Board of Trustees.

Fiscal Impact:  None

Staff Resource:  Ray Laughter  832-813-6620
Exhibit "S"

Building and Grounds Report

Report: Construction Projects Update

The District's plant operations and facilities department has provided a summary report of the District's construction projects. See attached report.
General Obligation Bond Project Summaries – 2008 Election:

- **LSC-North Harris**
  - The erection of structural steel for the Student Services building is complete.
  - The erection of structural steel for the Fine Arts addition is underway.
  - The concrete foundation slab-on-grade has been poured for the Applied Technology addition.
  - The first three phases of the Academic building renovation are complete and restroom renovations have begun. The first of two Academic building elevator replacements has been completed.
  - Parking lots are being turned over to the campus for use as they are completed.
  - Relocation of a major sanitary sewer line has been completed and put into service.
  - The Industrial Education building re-roofing project is underway.
  - The Greenspoint Center project has been completed.
  - The revised Health Professions building construction documents have been priced by the contractor and negotiations are underway to complete the project for Spring 2011 classes.

- **LSC-Victory Center**
  - A site development permit for construction activity through the foundation pour has been obtained from the City of Houston.
  - The contractor has mobilized and commenced site demolition, site clearing, earthwork, and utilities.
  - The contractor has begun the advertisement and pricing of the building construction package, which will be reviewed on September 15.

- **LSC-Kingwood**
  - Security bids are due on August 30.
  - The foundation slab-on-grade was poured for the Student and Conference Center on August 20. Steel erection began on August 23.
  - Foundation revisions for the Arts Instructional building are complete and construction is underway.
  - The Student Fine Arts Phase I Renovation was completed on August 23. The Specialty consultants will complete commissioning of the space by mid September.
  - The contractor is 90% complete with excavation of the detention pond and the influent and effluent connections are underway.
• A preliminary meeting has been held with the designated fixture, furnishing, and equipment provider.

**LSC-Atascocita Center**
• The foundation slab-on-grade has been poured for the building and phase I steel erection is complete. Phase II steel erection is underway. Masonry work at the elevator shaft is complete and is underway at the remote central plant.
• The building code documentation regarding the Quest Early College Program has been sent for review by Humble ISD.

**LSC-Tomball**
• The foundation slab-on-grade has been poured for the Veterinary Technology building. Concrete masonry unit construction has commenced. Structural steel is scheduled for delivery on September 1. Underground primary power and telecommunication conduits are being installed to connect the Veterinary Technology building with the main campus Central Plant.
• The application of new column finishes consisting of travertine stone bases and stucco matching the color of the Library cast stone is 25 percent complete.
• Foundation, paving, and utility work continue for the Performing Fine Arts Center.
• With the fire marshal’s approval, a water line discovered during pier drilling operations has been re-routed to avoid the building footprint.
• Structural steel erection has commenced.

**LSC-Tomball Health Science**
• The “Reciprocal Licensing Agreement for Parking” has been approved by the City of Tomball and recorded at the Harris County Courthouse.
• Subgrade stabilization is complete and the pouring of concrete paving for parking areas is underway.
• Pouring of concrete pier caps and grade beams is complete for the foundation system.
• Structural steel erection is scheduled to commence the first week of September.
• Construction plans for the water line extension along Graham Street have been submitted to the City for review and approval.

**LSC-Montgomery**
• Masonry work is complete for the Arts Instruction, Academic/Classroom and Science-Health buildings. Installation of glazing systems continues and interior partition construction has commenced. Roofing systems are being installed in an effort to fully enclose and weatherproof the buildings. The contractor is addressing potential delays in achieving the scheduled November 11 substantial completion date for each building; however, each building delivery is expected to support classes for the Spring 2011 semester.
• The delayed Central Plant equipment has been received and installed. The building exterior is complete. Interior build-out, including mechanical and electrical rough-in, piping systems, and equipment installation is ongoing. Start-up of the plant equipment is scheduled for early September.
• Substantial completion of the Parking Garage has been achieved in time for the Fall 2010 semester. Final completion will be reached in September.
• The West Drive traffic flow and parking improvements were completed in time for the Fall 2010 semester.
• Design of the Campus Renovation project continues. Construction is scheduled to begin during January 2011.

**LSC-Conroe Center**
• Site grading, underground utility work, and modifications to paving associated with relocation of the detention pond continues.
• Structural steel erection and masonry work were completed.
• Mechanical and electrical rough-in work continues.
• The installation of metal panels, roofing and glazing systems has commenced.

**LSC-CyFair**
• The southwest and north parking lots, adding 1,100 parking spaces, are complete and were turned over for campus use on August 19. Construction of the new left turn lane on West Road, scheduled for September completion, is now 50% complete.
• The foundation slab-on-grade has been poured for the Student Services/Classroom building and the erection of structural steel is 90% complete.
• Construction of the Science building is ahead of schedule as the steel structure has been erected and all concrete floor slabs have been poured.
• Undocumented underground site utilities are being encountered that require relocation. Accurate as-built drawings are being prepared.

**LSC-Cypress Center**
• The contractor has commenced site mobilization.
• The Harris County Traffic Department has required a traffic signal on Clay Road at the east entrance to the project. Design of the signalized entrance, which impacts the east and main entrances to a Katy ISD elementary school, has been approved by Katy ISD and Harris County; however, the additional design time has delayed the commencement of construction by approximately 12 weeks and added significant costs for turn lanes and the traffic signal.
• Substantial completion is scheduled for August 2011, but is at risk due to the delays in obtaining the building permit.

**LSC-University Park**
• Construction of the University of Houston Downtown lease space is complete, including the science laboratory and preparation room.
• Renovation of the lease space for the University of Houston System on level 4 of building 12 is complete. The University of Houston began classes on August 23.
• The contract with Texas Southern University has been finalized to lease ½ of level 5 in building 12. Plans are being developed and reviewed. Demolition and renovation of the space is in progress.
• LSCS is negotiating with Sam Houston State University for space in building 12.
• Infrastructure repairs and site landscape improvements are ongoing. Upgrades and repairs to bring the fire alarm and suppression systems up to local fire codes have been extensive.
♦ A new energy efficient data center on level 3 of building 11 is complete and in operation. The project is part of a ‘green’ initiative by the Office of Technology Services for new data infrastructure.

♦ LSC-System Office
  ♦ Renovations within the District Services I building (DSI) are being phased to allow the building to remain occupied during construction. Renovations on the west side of the second floor of DSI are complete. 80% of the renovations on the first floor of DSI are complete. The remaining construction in DSI is scheduled for October completion.
  ♦ Demolition work within the building currently occupied by the Houston Advanced Research Center (HARC) is complete. New walls have been laid out, slab has been saw cut, and plumbing has been installed. The building is currently scheduled to be ready for occupancy in December.

Revenue Bond Project Summaries - 2007:

♦ LSC-North Harris
  ♦ Municipal Utility District Conversion Project – The project advertisements and contractor procurement process has begun. It is expected that the successful proposer will be submitted to the Board of Trustees for approval at the October Board meeting.

♦ LSC-System Wide
  ♦ The signage contractor has completed the LSCS Highway Signage Upgrade for all campuses. LSC-Montgomery campus signage along Highway 242 is to be provided by the highway contractor.

Energy Performance Project:

♦ LSC-North Harris
  ♦ Retrofit of the campus building automation system and coordination with the asbestos abatement effort continues. Progress was made during August to coordinate a program to abate the asbestos material in the areas impacted by the retrofit.
  ♦ The interior lighting retrofit project is complete. The parking lots and pedestrian walkways lighting will be completed during September.

♦ LSC-Kingwood
  ♦ Installation of the building automation system is being coordinated with the campus Office of Technology Services for the required network data connections.
  ♦ The lighting retrofit project is nearly complete. Parking lots and pedestrian walkways will be completed during the next few months.
  ♦ Installation of the high efficiency boilers has been completed.

♦ LSC-Tomball
  ♦ Exterior site lighting in the roadway and pedestrian walkways will be completed during the next few months.
LSC-Montgomery
- The water conservation project was completed during August.
- The interior lighting retrofit project is completed with the exception of 6 stairwells, which were redesigned to improve maintenance capabilities. Exterior site lighting in the parking lots and pedestrian walkways will be completed in September.
- Chiller replacements have been delayed by nearly 3 months due to late delivery of the chillers. Work is scheduled for a September completion.
- Window film installation is complete, excluding the area currently occupied by the police staff, which will be completed when the police staff moves to its new location in the Parking Garage in September.

LSC-Fairbanks Center
- Lighting retrofits and occupancy sensor installations are complete.

LSC-University Park
- The lighting retrofit project is complete in all occupied areas. Unoccupied areas will be addressed during build-out of new floors.
- Building automation system upgrades continue with further development of the front end programming.
- Installation of the variable frequency drives has commenced for the Commons.

LSC-Peakwood/Red Oak
- Installation of the window film is complete for Red Oak. Peakwood window film will be installed after the renovation is complete.
- Installation of the Red Oak building automation system is complete.
- The exterior lighting retrofit work remains to be completed and will be coordinated with the building renovations.

Repair and Replacement Projects:

LSC-North Harris
- Science Lab Renovations – Project complete.
- Re-sealing and Striping Parking Lots A, B, C, D, E, F, & J and Service Drive - Project complete.
- Door Replacement – Project complete.
- Replace Carpet – Library 1st floor carpet on order. Installation scheduled for late September.
- Replace Air Handler Units – Engineer hired.
- Renovate Chemistry Labs – Architect hired.

LSC-Kingwood
- Restroom Renovation – Project complete.
- Replace Air Handler Unit – Engineer hired.

LSC-Tomball
- Paint Stairwells – Project complete.
• Renovate A/C in Server Room – Project complete.
• Existing Roof Drain Retrofit – Project complete.

• LSC-Montgomery
  • Restroom Renovations – Project complete, except installation of replacement partition doors and panels.

• LSC-System Office
  • Replacement Carpet – Carpet received. To be installed by renovation contractor.
  • Sidewalk Repairs – Project complete.

• LSC-University Park
  • Fire Alarm Upgrade – Upgrades to fire alarm and suppression systems are in progress, including upgrades to the elevator due to new fire codes. Project scheduled for completion on August 31.

Operations Funded Projects:

• LSC-Kingwood
  • Building Renovation – Project complete.
  • Installation of Gates at Parking Lots Entrances – Project complete.
  • Restoration of Fire Envelope – 1st floor CLA – Project complete.

• LSC-Tomball
  • Graphics for Site and Library – Project complete.
  • Replace Central Plant Roof – Project complete.

Status Report on the Area Job Order Contract (AJOC) Purchases for Construction Related Projects

At the August 2009 regular Board meeting, the Board of Trustees approved the purchase of construction services for the System from approved purchasing cooperative program contractors. This approval authorized the System to use the AJOC method for individual projects up to $200,000 and to make collective purchases not to exceed $1,000,000 for FY 2009-2010. Projects that exceed $200,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under $200,000, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

• The projects listed below were awarded to Jamail & Smith:
  • Projects over $25,000 completed:
    LSC-Montgomery – Renovation Buildings C&E - $74,686
  • Projects under $25,000 completed:
    LSC-Montgomery – Space Renovation - $15,000

• The projects listed below were awarded to Baseline Paving and Construction Inc.:
  • Projects over $25,000 completed:
    LSC-Tomball – Roof Replacement- $82,132
    LSC-North Harris – Door Replacement - $31,000
Projects under $25,000 completed:
LSC-Tomball – Roof Curbs for Server Room A/C Condenser Unit Replacement - $3,948

The projects listed below were awarded to Dura Pier:
- Projects over $25,000 completed:
  LSC-CyFair – Erosion Repairs - $99,312
- Projects under $25,000 completed:
  LSC-North Harris – Canopy Addition - $24,934

The projects listed below were awarded to Alpha Building Corporation:
- Projects under $25,000 completed:
  LSC-Tomball – Parking Lot Modification - $10,000

The projects listed below were awarded to Kellogg Brown and Root (KBR):
- Projects over $25,000 In Progress At Time of Report:
  LSC-CyFair – Berm/Pathway - $35,000

**Status Report on Architectural Design Services for Construction Related Projects**
At the August 2009 regular Board meeting, the Board of Trustees approved the purchase of professional architectural services for construction projects for an amount not to exceed $250,000 over a period of three years from five architectural firms. To ensure the Board has visibility of these purchases, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- The projects listed below were awarded to CAPS Architectural Services:
  - LSC-North Harris - Greenspoint Cafè Renovation - $1,638
  - LSC-Montgomery - Restroom Renovations - $2,800
  - LSC-Central Services Training Center - Sidewalk Repair - $2,100

- The projects listed below were awarded to Huitt Zollars:
  - LSC-Kingwood - Restroom Renovations - $33,117
  - LSC-Kingwood - Building Renovation - $7,250
  - LSC-Kingwood – Building Renovation Redesign - $5,250

- The projects listed below were awarded to Hill & Swart:
  - LSC-North Harris - Science Lab Renovations. $8,220

- The projects listed below were awarded to OC+A Architects:
  - LSC-University Park - Replace Commons Building Roof - $32,200
  - LSC-Tomball - Replace Central Plant Roof - $4,000

**Status Report on Engineering Design Services for Construction Related Projects**
At the August 2009 regular Board meeting, the Board of Trustees approved the purchase of professional engineering services for construction projects for an amount not to exceed $500,000 over a period of three years from five engineering firms. To ensure the Board has
visibility of these purchases, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- The projects listed below were awarded to Lockwood Andrews & Associates:
  - LSC-Tomball - Additional Doors at Central Plant - $5,100

- The projects listed below were awarded to Marshall Engineering:
  - LSC-Tomball - Replace A/C at Central Plant - $9,692
  - LSC-Tomball - Renovate A/C in Server Room - $19,434
Request: Consideration of Ratification of Appointments

Chancellor's Recommendation: That the contractual appointments listed on the following pages be ratified for the positions indicated.

Rationale: These contractual appointments include ratification of Administrators and Faculty from the CyFair, Kingwood, Montgomery, North Harris, and Tomball.

Fiscal Impact: Positions and salaries have been budgeted for 2010-2011.

Staff Resource: Rand Key 832-813-6522
a. LSC-CyFair

Claire Phillips, Dean, Instruction – Humanities, Math & CIT

Effective: Twelve month contracted employee at an annual salary of $90,700 beginning July 16, 2010.

Education: M.B.A., & B.S., Rockhurst University, Major: Business & Modern Language/Education.

Experience: Professor, Business, Management & Marketing, and Marketing, Associate Professor, Marketing, and Adjunct Faculty, Lone Star College System, Chief Operating Officer, Coach University, Group Product Manager, and Director of Research, Dakin, Inc., Sales Representative, Product Manager, and Marketing Manager, Hallmark Cards.

Jane Hagele, Director, Nursing Program

Effective: Twelve month contracted employee at an annual salary of $76,827 beginning August 16, 2010.


Experience: Professor, Associate Professor, Associate Degree Nursing, Lone Star College System, Director, Lab and Delivery, Methodist Hospital, Manager, Maternal-Child Health, Sherman Hospital, Unit Leader, Nursing Instructor, Rush-Presbyterian-St. Luke’s Medical Center, Maternal-Neonatal & Nursing Management Instructor, Evangelical School of Nursing, Medical-Surgical and Psychiatric Nursing Instructor, Flight Nurse, United States Air Force Reserve.

Toby Welch, Assistant Professor, ASL/Interpreter Training

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning September 1, 2010.

Education: M.S. & B.S., Lamar University, Majors: Deaf Education/Deaf Studies and Health Education; A.A., Lone Star College-North Harris, Major: General Studies.

Experience: Adjunct Faculty, Lone Star College System and Houston Community College, Substitute Teacher, CyFair ISD, Pastor, Deaf Presbyterian Church, ASL Instructor, Home School, and Home Ed Plus.
Carolina Ruiz, Associate Professor, English

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning September 1, 2010.


Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-CyFair; Adjunct Faculty, Houston Community College, and Palo Alto Community College, Adjunct English Instructor and Aerobic Coordinator, University of Incarnate Word; Project Coordinator, Women's Global Connection.

b. LSC-Kingwood

Caroline M. Chamness, Associate Professor, Computer Gaming

Effective: Ten and one-half month contracted employee at an annual salary of $49,092 beginning September 1, 2010.

Education: B.B.A., Texas A&M University, Major: Business Analysis.

Experience: Temporary Full-Time Associate Professor, Adjunct Faculty & Temporary Full-Time Faculty, Lone Star College – Kingwood; Systems Analyst and Data Analyst, Natural Gas Pipeline Company of America.

Alfredo Velez, Associate Professor, Music – Instrumental

Effective: Twelve month contracted employee at an annual salary of $56,472 beginning September 1, 2010.

Education: M.E.D. & B.M., Angelo State University, Major: Music Education.

Experience: Assistant Professor, Associate Director of Bands, Sam Houston State University, Director of Bands, Texas A&M University-Kingsville, Assistant Director of Wind Studies, University of North Texas, Associate Director of Bands, Texas Christian University, Director of Bands-Clark High School, Plano ISD.

Joseph Holmberg, Instructor, American Sign Language

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $14,641 beginning September 1, 2010.

Experience:  Adjunct Faculty, Lone Star College-Kingwood, Johnson County Community College, and Metropolitan Community College-Maplewoods, Deaf Interpreter, Self Employed, Social Studies Educator, Oregon School for the Deaf, Business Helper, Oddly Enough Curio Shoppe (family business).

c. LSC-Montgomery

Jesus Rodriguez, Dean, Conroe Center

Effective:  Twelve-month contracted employee at an annual salary of $85,000 beginning September 1, 2010.

Education:  Ed.D., University of Texas, Major: Community College Leadership Program; M.B.A., Texas A&M International University, Major: International Trade; B.B.A., Sam Houston State University, Major: Management.

Experience:  Director, Center, Lone Star College-Conroe Center, Business Development Specialist, ABC de Mexico; Director and Adjunct Professor, Sul Ross Rio Grande College; Intern, Austin Community College and Tomball College, NHMCCD; Graduate Assistant, University of Texas.

Kate Dinwiddie, Associate Professor, Mathematics/Developmental Mathematics

Effective:  Ten and one-half month contracted employee at an annual salary of $50,776 beginning September 1, 2010.

Education:  M.S., University of New Orleans, Major: Mathematics; B.S., Cabrini College, Major: Mathematics and Biology.

Experience:  Developmental Math Instructor/Assistant Chair, Mathematics, and Teaching Assistant, University of New Orleans, Teacher, St. Mary’s Dominican High School and Cabrini High School.

d. LSC-North Harris

Rhonda Ragsdale, Assistant Professor, History

Effective:  Ten and one-half month contracted employee at an annual salary of $55,831 beginning September 1, 2010.

Education:  M.A., Rice University, Major: History and Sociology; M.S., University of North Texas, Major: History; B.A., Texas Women’s University, Major: History.

Experience:  Temporary Full-Time Instructor, Lone Star College-North Harris; Research Assistant, Rice University; Editorial Intern, Southern Historical Association; Editing Assistant, Journal of Southern History; Teaching/Research Assistant, University of North Texas; Special Education Teachers, TOT (Trainer of Teachers); Content
Mastery Center Tutor, Denton High School; Group Training Manager, Regional Vice President, Pre-Paid Legal Services, Inc.; Corporate Training Manager, Harris Publishing Company.

**Erin Miller, Assistant Professor, ESOL**

**Effective:** Ten and one-half month contracted employee at an annual salary of $50,776 beginning September 1, 2010.

**Education:** M.A. & B.A., Oral Roberts University, Major: English as a Second Language & Biblical Literature.

**Experience:** Adjunct Faculty, Lone Star College-North Harris; Adult Education Teacher, Region VI Educational Service Center; Substitute Teacher, Conroe ISD; Residence Hall Director and Regional Representative, Oral Roberts University, Assistant Language Teacher, Government of Japan.

**Stephen Washington, Assistant Professor, Math**

**Effective:** 4.5-month contracted employee at a semester salary of $25,011 beginning September 1, 2010.

**Education:** Ed.D., University of Houston, Major: Mathematics Education; M.S. & B.S., Prairie View A&M University, Major: Mathematics.

**Experience:** Advisor II-Admission and Adjunct Faculty, Lone Star College-North Harris, Nuclear Power Instructor/Naval Officer, United States Navy, Developmental Mathematics Instructor, Texas Southern University, Program Manager and Mathematics Instructor, University of Houston, Adjunct Faculty, Houston Community College, Teacher Assistant, Prairie View A&M University.

e. **LSC-Tomball**

**Susan Mueller, Developmental English, Assistant Professor**

**Effective:** 4.5-month contracted employee at a semester salary of $22,483 beginning September 1, 2010.

**Education:** M.E.D., University of Houston-Victoria, Major: Curriculum and Instruction; B.S., Houston Baptist University, Major: Elementary Education & History.

**Experience:** Temporary Full-Time Assistant Professor and Adjunct Faculty, Lone Star College-Tomball, Assistant Principal, and Reading Recovery Teacher Leader, Magnolia ISD; Reading Recovery Teacher Leader, and Classroom teacher, Language Arts Specialist, and Third Grade Teacher/ESL Teacher, Alief ISD.
Beverly Riethmayer, Dean, Instruction
Effective: Twelve-month contracted employee at an annual salary of $90,000 beginning August 20, 2010.

Education: M.E.D., Texas A&M University, Major: Educational Psychology; B.S., Abilene Christian University, Major: Health.

Experience: Dean, Business & Social Science, St. Charles Community College, Director, Workforce Education and Counselor, Lone Star College-Montgomery, Director, Center for Student Development, Blinn College, Counselor and 8th Grade English Teacher, Bryan ISD, English Teacher, Rockdale ISD, Teacher, Abilene Christian Schools.

Eric R. Wildman, Professor, Mathematics

Effective: Ten and one-half month contracted employee at an annual salary of $79,414 beginning September 1, 2010.

Education: Ph.D., University of Texas, Major: Educational Administration; M.A., & B.S., Central Michigan University, Majors: Mathematics.

Experience: Dean, Associate Dean, Director, Professor, Associate Professor, and Adjunct Faculty, Lone Star College-Tomball.

Francis Frank Willingham, Associate Professor, Biology

Effective: Ten and one-half month contracted employee at an annual salary of $67,084 beginning September 1, 2010.

Education: Ph.D. & M.A., Wake Forest University, Majors: Biology; B.A., University of North Carolina, Major: Botany.

Experience: Dean, Instruction, Lone Star College-Tomball, Dean of Academic Affairs and Faculty Division Director, Ilisagvik College.
Personnel Report and Consideration No. 2  (ACTION ITEM 17)  Board Meeting 9-2-10

Request: Consideration of Resignations

Chancellor's
Recommendation: That the resignations listed below be accepted and acknowledged.

LSC-CyFair

Amy Ann Mollberg, Reference Librarian, Professor
Effective August 31, 2010

Jonathan L. Leach, Associate Professor, Interpreter Training
Effective August 31, 2010

Abduinassir S. Tamimi, Dean, Educational Programs & Organizational Development
Effective June 10, 2010

Rola H. Salam, Professor, Math
Effective August 31, 2010

LSC-Kingwood

Rachelle D. Richardson, Assistant Professor, Associate Degree Nursing
Effective July 15, 2010

Christina Nunez, Associate Professor, Associate Degree Nursing
Effective August 31, 2010

LSC-Montgomery

Julie Leidig, Vice President, Instruction
Effective September 2, 2010

Desiree Bittner, Assistant Professor, Emergency Medical Services
Effective June 15, 2010

Christina Koenig, Associate Professor, Speech
Effective May 31, 2010

Licia Clowtis, Professor, Associate Degree Nursing
Effective August 31, 2010
Lisa Boss, Professor, Associate Degree Nursing  
Effective August 31, 2010

LSC-North Harris

Severo Balason, Assistant Dean, Student Development  
Effective June 30, 2010

Russell W. McDonald, Professor, Welding Technology  
Effective May 31, 2010

Lorinda Stinnett, Professor, Physics  
Effective August 31, 2010

Sharilyn Diane Wood, Professor, ESOL  
Effective August 31, 2010

LSC-Tomball

Raphael A. Turner, Assistant Dean, Student Development  
Effective July 31, 2010

Julialicia Case, Assistant Professor, English  
Effective August 31, 2010

LSC-System Office

Eileen Booher, Lead Grant Writer  
Effective August 31, 2010

Staff Resource: Rand Key  
832-813-6522
Exhibit "V"

Personnel Report and Consideration No. 3  (ACTION ITEM 18)  Board Meeting 9-2-10

Request:  Consideration of Approval of Commissioning of Peace Officers

Chancellor’s Recommendation:  That the Board of Trustees approves the commissioning of the following peace officers for the Lone Star College System.

Lone Star College-Tomball
Ronaldine Pierre

Lone Star College-CyFair
Dwayne M. Wise

Lone Star College-North Harris
Fredrick D. Stewart

Lone Star College-System Office
James A. Pope

Rationale:  These officers are eligible to be commissioned by this Board because they:
1. Have a current license from the Texas Commission on Law Enforcement Officer Standards and Education;
2. Have taken and filed the oath required of peace officers; and
3. Possess a sufficient number of college credit hours to meet the minimum standard for a Lone Star College System peace officer.

Fiscal Impact:  None

Staff Resource:  Rand Key  832-813-6522